



# Northampton Fire Rescue

*"Professionalism through courage and dedication"*

Chief Jon Davine

26 Carlon Drive Northampton, MA 01060

Tel: (413) 587-1081 Fax: (413) 587-1034

[www.northamptonma.gov/fire](http://www.northamptonma.gov/fire)

[Facebook.com/NorthamptonFireRescue](https://Facebook.com/NorthamptonFireRescue)

## **Request for Sealed Bid- Emergency Medical Equipment and Supplies.**

**Contract Period** – Three year term

**Estimated Contract Amount** - \$100,000-\$125,000 annually

### **Vendor Performance:**

An account representative will be expected to visit Northampton Fire Rescue (NFR) personally on a monthly basis to answer questions regarding the account, conduct in service training on equipment they sell, and assist with any issues with products they sell or represent.

Vendor will have free online training dedicated to the education and interests of first responders, EMTs, and paramedics. This will include research and training that examines emergency medical services, products, and care related to pressing issues. The training will feature interactive tools and EMS knowledge and literature.

Vendor will do quarterly review with NFR of all supplies and services used.

An account representative will be expected to be located in the New England area, and readily available.

Items ordered before 4:00 PM will be shipped and delivered the **next day** ninety percent (90%) of the time. There will be free shipping on all items.

If items are on back order beyond seven days, the vendor must advise NFR of the status and reason for the delay. In these situations, NFR reserves the right to cancel the order and purchase from another source. Unreasonable back orders of greater than 10% will be sufficient cause for NFR to cancel the contract.

Vendor must carry the full product line used by NFR, and is not allowed to use a secondary vendor.

A re-stocking fee will not be allowed, and the vendor is responsible for all shipping charges on returned items. There will be no time limit in which NFR can return an item.

Vendor must support UCAPIT software.

The vendor shall submit activity reports to NFR on a monthly, quarterly, and annual basis.

The vendor must have a 24/7 disaster line to restock NFR in the event of unforeseen large events that deplete NFR stock.

**Market Bid:**

<u>Item</u>	<u>Quantity</u>	<u>Price Each</u>	<u>Total</u>
1. Smith Protective Plus 18 Gauge IV Needles	1000		
2. IV Start Kit with Flush and Extension Set	3000		
3. Blue Sensor SP Electrodes (50 Count)	3000		
4. King Airway Kit, Size 4	25		
5. King Airway Kit, Size 5	25		
6. King Vision A-Blades	25		
7. Ambu Spur II Pedi BVM	75		
8. Pulmodyne CPAP with 5, 7.5, and 10 Settings	300		
9. Capnoline CO2 Sampling Line with O2 Tubing	500		
10. FilterLine Set, CO2 Sampling Line, Adult and Pediatric	1000		
11. Glucometer Strips	4000		
12. Laerdal Cervical Collars	250		
13. Cuffed ET Tube w/ Stylet, 7.0 mm	40		
14. Cuffed ET Tube w/ Stylet, 8.0 mm	40		
15. LP 15 Paper	200		
16. LUCAS II Suction Cups	30		
17. Vending Machine, UCAPIT or Equivalent	2		
18. Disposable Patient Mover w/ Handles and 1000 lb. min. capacity	200		
19. Stryker Stretcher Fitted Sheets	5000		
20. VendNovation Software	2		
21. CAT Tourniquets	25		
22. Portable Handheld Ultrasound Machine	6		
	Total Amount:		



# Northampton Fire Rescue

*"Professionalism through courage and dedication"*

Chief Jon Davine

26 Carlon Drive Northampton, MA 01060

Tel: (413) 587-1081 Fax: (413) 587-1034

[www.northamptonma.gov/fire](http://www.northamptonma.gov/fire)

[Facebook.com/NorthamptonFireRescue](https://www.facebook.com/NorthamptonFireRescue)

**Rule for Award:** The contract will be awarded to the vendor offering the lowest total price for all of the items, and the ability to meet vendor performance requirements outlined earlier in this document.

Quantities listed are estimates. Payments will be made on actual items ordered. Northampton Fire Rescue reserves the right to cancel the contract at any point and for any reason. Bids will be sealed and mailed or hand delivered with a copy of the City's standard contract attached by June 21, 2022 at 1:00 pm to:

Northampton Fire Rescue

Attn: Division Chief Matthew Lemberg

26 Carlon Dr.

Northampton, MA 01060



**BID FORM  
FOR**

**EMS Supplies and Equipment  
For Northampton Fire Rescue**

For EMS supplies and equipment per the attached specifications, the amount of  
\$ \_\_\_\_\_ is bid.

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

Date \_\_\_\_\_

\_\_\_\_\_  
Name of Bidder

By \_\_\_\_\_  
Name of Person Signing

\_\_\_\_\_  
Business Address

\_\_\_\_\_  
City and State

CITY OF NORTHAMPTON  
MASSACHUSETTS

CONTRACT FOR

---

THIS AGREEMENT, executed this \_\_\_\_ day of \_\_\_\_\_ by and between \_\_\_\_\_, hereinafter called "Vendor" and the City of Northampton, a municipal corporation in the County of Hampshire, Commonwealth of Massachusetts, party of the second part hereinafter called "Owner".

WITNESSETH, that for the consideration hereinafter mentioned, the Owner and the Vendor shall agree to the terms and conditions contained in this contract, enumerated as follows: \_\_\_\_\_ and all addenda issued prior to and all Modifications issued after execution of the Contract.

THE OWNER shall pay the Vendor for the performance of this contract in the sum of \_\_\_\_\_ in accordance with the terms of this contract.

This contract shall not be altered in any particular without the consent of all parties to this contract. All alterations to this contract must be in writing and authorized as such by the Mayor and a Majority vote of the Board, Agency, or Committee signing this contract.

The Vendor shall not delegate, assign or transfer any of its duties delineated in the scope of services without prior written consent from the CITY.

In the event the Vendor is a corporation a certificate that the person executing this contract is duly authorized to sign, must accompany this contract.

Notwithstanding anything in the Contract documents to the contrary, any and all payments which the City is required to make under this Contract shall be subject to appropriation or other availability of funds as certified by the City Auditor. Obligations for payments beyond the current fiscal year are subject to appropriation and this Contract shall be canceled in the event of non-appropriation.

Final payment on this contract shall release and discharge the Owner from any and all claims against the Owner on account of any work performed hereunder, or any alteration hereto.

The Vendor shall indemnify and hold harmless, the CITY and all of its officers, agents, and employees against all suits, claims or liabilities of every nature, arising out of, or in consequence of, the acts or omissions of the Vendor, its employees, agents, or sub-contractors in connection with their rendering of services or goods under this AGREEMENT and will, at the Vendor's own cost and expense, defend any and all such suits and actions

By signing this contract the Vendor agrees to subject any dispute to mediation, at the option of the City, prior to filing suit in any forum.



This contract shall be deemed to be a Massachusetts contract and its interpretation and construction shall be governed by the laws of Massachusetts and the Charter and Ordinances of the Owner.

The provisions of this contract are severable. If any provision of this contract shall be held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect any other provisions of this contract.

The City of Northampton is not bound by this contract until approved by the Mayor of Northampton.

Pursuant to M.G.L. Chapter 62C, Section 49A, I certify under the penalties of perjury that I have, to my best knowledge and belief, complied with the law of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support. I further authorize the City of Northampton to deduct from the amounts due under this contract, any overdue taxes, real or personal, or any other fees due to the City of Northampton from the vendor which become due and payable by the vendor or its officers, directors or agents during the term of this contract or until the final amounts due under this contract are paid in full.

The Contractor certifies that a) neither it nor any of its subcontractors have been subject to a federal or state criminal or civil judgment, administrative citation, final administrative determination, order or debarment resulting from a violation of G.L. c. 149, c. 151, or the Fair Labor Standards Act within three (3) years prior to the date of the Contract, or b) that if it or any of its subcontractors have been subject to a federal or state criminal or civil judgment, administrative citation, final administrative determination, order or debarment resulting from a violation of G.L. c. 149, c. 151, or the Fair Labor Standards Act within three (3) years prior to the date of the Contract, the Contractor has provided copies of any such judgment, citation, determination or order to the City prior to the date of the Contract and has procured a wage bond or insurance. The Contractor certifies that while the Contract is in effect, it will report any instance of the above to the City within five (5) days of Contractor's receipt.

The vendor does not have a Northampton office.

**IN WITNESS WHEREOF** the Owner caused these presents to be signed in quadruplicate and approved by \_\_\_\_\_, its Mayor, and the said Vendor has caused these presents to be signed in quadruplicate and its official seal to be hereto affixed by its officer or agent thereunto duly authorized (by the attached corporate resolution). This instrument shall take effect as a sealed instrument.

Vendor:

\_\_\_\_\_  
Vendor

\_\_\_\_\_  
Authorized Signatory

it's

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Please attach one W-9 to this contract when you return it to the City.**

---

**Certificate by Corporation to Sign Contract**

I, \_\_\_\_\_ Secretary of \_\_\_\_\_, hereby certify that at a  
(Name) (Name of Corporation)  
duly authorized meeting of the Board of Directors of the \_\_\_\_\_  
(Name of Corporation)  
held on \_\_\_\_\_ at which all the Directors were present or waived notice, it was  
(Date)  
voted that, \_\_\_\_\_, \_\_\_\_\_ be and he hereby is authorized to execute contracts  
(Name) (Title)  
and bonds in the name and behalf of said corporation, and affix its Corporate Seal thereto, and such execution of any  
contract or obligation in this company's name on its behalf by such officer under seal of the company, shall be valid  
and binding upon this company,

A TRUE COPY,

ATTEST: \_\_\_\_\_  
(Secretary)

Place of Business \_\_\_\_\_  
\_\_\_\_\_

Date of this Contract \_\_\_\_\_

**CITY OF NORTHAMPTON:**

BY: \_\_\_\_\_  
Northampton's Board or Commission

Signatures of the Board or Commission

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_  
Chief Proc. Officer, approved as to form and c. 30B compliance

\_\_\_\_\_ Date \_\_\_\_\_  
City Auditor, approved as to appropriation.

\_\_\_\_\_ Date \_\_\_\_\_  
Mayor



**City of Northampton, Massachusetts  
BID RECORD**

Subject of Procurement \_\_\_\_\_

Department \_\_\_\_\_

Informal Quotes (under \$50,000) \_\_\_\_\_

Formal Bid \_\_\_\_ If yes, dates advertisements appeared in the newspaper, Commbuys, City website, G&S Bulletin, Central Reg.(as required by the type and value of the procurement) \_\_\_\_\_

Date of Bid Opening and Time \_\_\_\_\_

Recorded By \_\_\_\_\_

Bidder Name	Bidder Address	Bid Price	Comments
1.			
2.			
3.			
4.			
5.			

This list is a complete and accurate record of the bids or quotes received for the named supply or service.  
Signed under penalties of perjury. (Sign if purchase is over \$50,000)

Procurement Officer \_\_\_\_\_ Witness \_\_\_\_\_

**ATTACH SPECIFICATIONS HERE IF NECESSARY**

**SPECIFICATION CHECKLIST**

The following items may need to be addressed in your contract specification. Please check them off as you consider them and retain this page for your procurement file for this purchase.

1. ☐ Payment Terms - When does the Vendor get paid? Are there milestones that trigger payment? It is always best to pay for goods or services after they are received.
2. ☐ Warranty - Are you expecting a warranty and, if so, what does it cover and for how long?
3. ☐ Delivery - How long does the Vendor have to deliver the goods or services? Do not forget to include shipping costs in your bid! FOB Northampton instead of FOB Vendor's site is better because they carry the risk of loss in transit.
4. ☐ Technical Requirements - Does your specification adequately describe the goods or services so you will be satisfied when the goods or services are delivered? For example, if you do not say products must be new you may get used products.
5. ☐ Workers' Compensation Insurance Certificate. If a vendor's employees will be working on City Property get an insurance certificate from the vendor that shows the vendor has Workers' Comp. Insurance.